



DEPARTMENT OF THE ARMY  
U.S. ARMY MILITARY DISTRICT OF WASHINGTON  
103 THIRD AVENUE  
FORT LESLEY J. McNAIR, DC 20319-5058

REPLY TO  
ATTENTION OF

ANEO

NOV 06 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter - Commander's Policy Statement on Sexual Harassment -  
Memorandum # 5

1. REFERENCE. AR 600-20, Army Command Policy, 7 June 2006.
2. PURPOSE. To provide guidance to the Military District of Washington and the Joint Force Headquarters – National Capital Region (MDW/JFHQ-NCR) personnel on Military Sexual Harassment.
3. APPLICABILITY. These procedures are applicable to all Service Members and family members assigned to and/or under the operational control of MDW/JFHQ-NCR.
4. POLICY. In accordance with guidelines set forth in AR 600-20, Chapter 7 and Appendix D, sexual harassment is unacceptable and will not be tolerated.
5. PROCEDURES.

a. Command leadership at all levels will be committed to creating and maintaining an environment conducive to maximum productivity and respect for human dignity. Military personnel, family members and civilian employees are entitled to work and live in an environment free from sexual harassment. Anyone who is subject to acts of sexual harassment should make it clear that such behavior is offensive and unwelcome and immediately report the incident to the chain of command or alternative reporting agency.

b. Sexual Harassment is a form of gender discrimination that involves unwelcomed sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature between the same or opposite genders when:

- (1) submission to or rejection of such conduct by a person is made either explicitly or implicitly a term or condition of a person's job, pay or career, or
- (2) submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person, or
- (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile or offensive working environment.

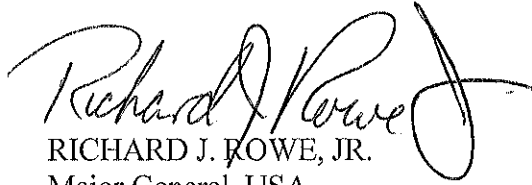
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c. Any person in a supervisory or command position who witnesses an incident of sexual harassment must immediately take appropriate action to address the behavior. Commanders and supervisors who deliberately or negligently fail to correct such misconduct are condoning it and will be held accountable. In an effort to prevent incidents of sexual harassment and educate members of this command, sexual harassment training will be conducted bi-annually.

d. Commanders, alternative reporting agencies and complainants will follow the procedures outlined in AR 600-20, Appendix D, when processing or filing a sexual harassment complaint. The chain of command will ensure all individuals involved in a complaint are protected from reprisal or retaliation.

6. PROPONENT. The MDW EO Office is the proponent for this MDW/JFHQ-NCR policy letter. The point of contact is LTC John Paglianite, MDW EO Program Manager at commercial (202) 685-3357 or DSN 325-3357.

  
RICHARD J. ROWE, JR.  
Major General, USA  
Commanding

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